

## SOLICITATION NOTICE FOR COURT REPORTING SERVICES

The United States District Court for the Southern District of Florida is seeking proposals to enter into a Blanket Purchase Agreement (BPA) for contract court reporting services for Miami, Ft. Lauderdale, West Palm Beach, Ft. Pierce and Key West areas. If you are unable to provide service in all areas, please indicate on your proposal which areas you can provide service for.

The Court intends to award BPAs to one or more Court Reporting Firms found to meet the court's qualification requirements. BPAs issued under this solicitation may have an ordering period up to three years.

If you are interested in obtaining a copy of the solicitation you may request one via email by sending an email to:

Melissa Camillo-Castillo, Contracts Administrator  
United States District Court  
301 North Miami Avenue, Room 396  
Miami, FL 33128  
Phone: (305) 714-1824  
email: [melissa\\_camillo-castillo@flsb.uscourts.gov](mailto:melissa_camillo-castillo@flsb.uscourts.gov)

**Question due date:** All questions regarding this solicitation must be submitted in writing via email at the above address and must be received no later than December 7<sup>th</sup>, 2016 by 12 noon, Eastern Standard Time., Answers to questions will be issued in writing to all vendors on the bidders list for this solicitation.

**Response to Solicitation due date:** Responses to this solicitation must be received no later than December 14, 2016 by 12 noon, Eastern Standard Time (EST) via email at the above address.